

Custom Report: KEES Audit – The purpose of this report is to audit an individual student’s transcript entries for KEES Eligibility. The data includes the minimum requirements for KEES eligibility according to 11 KAR 15:090:

- Number of Courses - 5.0 Credits/Units for full year; 3.0 for fall semester graduates
- GPA of 2.5 or better
- Enrolled 140 days

Each requirement will be reported for the individual student based on the year’s transcript entries and enrollments. The report generates a page for each school year with transcript entries for 9th to 14th grade. Totals for the current year are not complete until final grades are posted on the transcript.

Only one Experienced-Based Work (901005) course per academic year shall count for satisfying KEES curriculum requirements.

When issues are found for one student, check to see if other students in the same course have the same issues. Updating a course or course master will not change data on existing transcript entries. The transcripts entries must be manually corrected. However, the course/course master should be corrected to prevent future issues. If calendars have been rolled forward, the future year course will need to be corrected.

Selection Criteria: Use the Campus toolbar to select the Year/School/Calendar you would like to use for the report. If you are looking for multiple schools or calendars, choose “Select All”.

Enter the student's State ID in the Enter SSID field then select Generate Report.

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Pathway: KY State Reporting / KDE Reports / KEES Audit

NOTE: Users must be granted access by local KSIS administrator before they will see this report.

Report Sample: The report will generate in PDF format.

KEES Audit Report

Student Name: Fake Student
SSID: 0000000000
Academic Year: 2019

District: Fake District
School: Fake High School
Grade Level: 11

Enrolled Days: 170

Course Name	Course Grade	Credits Attempted	Unweighted GPA	AP DC IB CAI Indicator	Unit	Points
AP Environmental Science	94	1.000	4.0000	+	1	x 1.0000 = 5.0000
Art I	91	0.500	4.0000	+	0	x 0.5000 = 2.0000
Art I	95	0.500	4.0000	+	0	x 0.5000 = 2.0000
English III Honors	78	0.500	2.0000	+	0	x 0.5000 = 1.0000
English III Honors	83	0.500	3.0000	+	0	x 0.5000 = 1.5000
HIS 102 NKU US History	76	1.000	2.0000	+	1	x 1.0000 = 3.0000
HIS 102 NKU US History	82	1.000	3.0000	+	1	x 1.0000 = 4.0000
Pre Calculus	75	1.000	2.0000	+	0	x 1.0000 = 2.0000
Psychology	81	0.500	3.0000	+	0	x 0.5000 = 1.5000
Sociology	91	0.500	4.0000	+	0	x 0.5000 = 2.0000
Totals*		7.00			7.00	24.0000
GPA Calculation = Total Points/Total Units						3.4286

Minimum requirements for KEES eligibility:

Number of Courses - 5.0 Credits/Units for full year; 3.0 for fall semester graduates.

GPA of 2.5 or better

Enrolled 140 days

*Totals for current year are not complete until final grades are posted at the end of the year.

** Only one credit from an experience-based work course per academic year shall count for purposes of satisfying KEES curriculum requirements.

Suggested report uses:

- Check the Enrolled Days. This is based on all enrollments in your district. If it is less than 140 days, determine the number of enrolled days in other Kentucky schools. If the total of all days enrolled in Kentucky schools is 140 or more and the student meets the minimum requirements. Open the student's current enrollment and scroll down to the state reporting fields. Select Yes on the KEES Override dropdown.
- Review Credits Attempted. If the corrections are needed, update the transcript entry.
- Review the Unweighted GPA data, KEES requires a 4.0 point grading scale where 4.0 is an "A", 3.0 is a "B", 2.0 is a "C", 1.0 is a "D", and 0.0 is an "F". If any other values are present, the transcript entry must be updated.
- Review the AP DC IB CAI Indicator for each course. All Advanced Placement, Dual Credit, International Baccalaureate and Cambridge Advanced International courses should show 1 to convert the grade to a 5.0 point scale. All other courses should be 0. If any are incorrect, edit the Difficulty Level on the transcript entry to the correct setting.
- Verify that all completed courses are shown. If courses are missing, add them to the student's transcript.
- If a student is ineligible, use this report to check an individual student's data against the KEES requirements (140 Enrolled days, 5.0 Credits or more and a 2.5 GPA or better).
 - Enrollment days are based on the enrollment start and end dates, not attendance.
 - Some issues that might affect your GPA calculation include:
 - Difficulty Level must be AP, DC, IB or CAI for qualifying courses
 - Unweighted GPA must be standard 4.0 scale
 - GPA Weight must match Credits Attempted
 - Pass/Fail course must have zero GPA Weight
 - The number of courses is the sum of the credits assigned to the courses the student is scheduled in for the year.